



North Carolina Department of Health and Human Services  
Division of Social Services  
Regulatory and Licensing Services

952 Old U.S. Highway 70, Black Mountain, North Carolina 28711  
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Michael F. Easley, Governor  
Carmen Hooker Odom, Secretary

Sherry S. Bradsher, Director

November 6, 2006

**Dear County Director of Social Services**

**Dear Private Agency Director**

**Attention: Child Welfare Supervisors  
Licensing Staff**

**SUBJECT: Consultant & Administrative Positions**

We are pleased to announce that all the consultant and administrative positions in the Regulatory and Licensing Services Unit have been filled. Attached is a list of the private agencies licensed by the Division of Social Services that also indicates consultant assignments. Rhoda Ammons and Tara Foster are the consultants responsible for licensing family foster homes and therapeutic foster homes. Rhoda and Tara are located at the Black Mountain office and can be reached at 828-669-3388 or by e-mail ([Rhoda.Ammons@ncmail.net](mailto:Rhoda.Ammons@ncmail.net)), ([Tara.Foster@ncmail.net](mailto:Tara.Foster@ncmail.net)). Julie Smith, Joyce Moore and Cindy Norton provide administrative support to the unit and can be reached at 828-669-3388 or by e-mail ([Julie.d.smith@ncmail.net](mailto:Julie.d.smith@ncmail.net)), ([Joyce.B.Moore@ncmail.net](mailto:Joyce.B.Moore@ncmail.net)), ([Cindy.Norton@ncmail.net](mailto:Cindy.Norton@ncmail.net)). Bob Hensley is the manager for the Regulatory and Licensing Services Unit and can be reached at 828-287-6898 or by e-mail ([Bob.Hensley@ncmail.net](mailto:Bob.Hensley@ncmail.net)).

Due to the increase in foster home licensing and relicensing requests we ask that you make sure complete licensing and relicensing packets are sent to the Black Mountain office. Incomplete packets will be returned to the supervising agency. We also ask that you wait thirty days before contacting the Black Mountain office to inquire about the status of a foster home application.

It is important to note that some of the agencies on the attached list also operate residential treatment facilities licensed by the Division of Facility Services. Agencies licensed by the Division of Facility Services can be found at the following website (<http://facility-services.state.nc.us>), click on Regulated Facilities Listing. Agencies licensed by the Division of Social Services can be found at the Regulatory and Licensing Services website (<http://www.dhhs.state.nc.us/dss/licensing/>).

We appreciate the services you provide to children and families and look forward to our continued good working relationship with each of you. If you have any questions, please feel free to contact Bob Hensley.

Sincerely,

A handwritten signature in cursive script that reads "Esther T. High".

Esther T. High, Acting Chief  
Family Support and Child Welfare Services Section

**FSCWS-61-06**